

9 April 1979

MEMORANDUM FOR: Members of FWP Board

FROM : [redacted]
Federal Women's Program Manager

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SUBJECT : Suggestions for Possible Projects

1. EEO Plan - Status report - [redacted] OEEEO, May.
Input to objectives for 1980 - June.

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2. Form a joint ad-hoc committee with the Secretarial Advisory Group to review the newly-established Secretarial Career Services in NFAC, DDA, DDS&T and E Career Services, for ranking criteria.

3. Family liaison office study; visiting [redacted] Commo
FLO; [redacted] - social worker, OMS; State Department FLO.STAT
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4. Invite [redacted] (FBIS) to brief you on the Federal Women in Science & Engineering Committee.

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5. Visit the Secretarial MAG and Agency MAG and give report on the Board and what it plans to do.

6. An annual report from the Board will be due to me in July for FY79.

7. What can you do for women that no one else in the Agency is geared to do? Some suggestions are -

a. Get women talking to each other using brown bag lunches, the video tapes available in the Media Center, movies, review some of the books on women's issues, etc.

b. Assist me in publishing an annual or semi-annual newsletter.

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c. Prepare a list of emergency numbers for women - battered women, family crisis centers, rape hot lines, etc.

d. Involve other women in the Agency in your projects. For example we have amongst women in CIA, experts in any field - graphics, statistics, etc. Utilize them on your committees.



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